

NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S.) § 41101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

NOTICE OF SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Public Water System Population and Service Connection Determination
Identification Number: 0055.00
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
August 2, 1995
3. **Summary of the contents of the substantive policy statement:**
Under the Safe Drinking Water Act, the size of the population served by a particular facility determines the applicable sampling and monitoring requirements. Neither federal nor state law provides guidance on how the number of people or service connections served by a facility shall be determined. This policy provides that guidance in order to ensure a consistent and equitable survey of the population served and number of service connections for public water system (PWS) classification purposes.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**
New statement.
5. **The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:**
Name: Peggy Guichard-Watters
Manager, Drinking Water Section
Address: Department of Environmental Quality
Water Quality Division
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-4617
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**
Copies of this policy statement are available at a cost of 10¢ per page from the Inficom Copy Center, ADEQ, 3033 North Central Avenue, or at 25¢ per page from the Information Center Front Desk, Suite 100, ADEQ, 3033 North Central Avenue, Phoenix, Arizona 85012.

NOTICE OF SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Drinking Water Section Food Establishment and Bottled Water Source Approval
Identification Number: 0056.00
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
September 27, 1995
3. **Summary of the contents of the substantive policy statement:**
This policy clarifies the jurisdiction of ADEQ Drinking Water Section over the water source at food establishments and bottled water facilities. ADEQ approves the water source of these facilities in accordance with Arizona Drinking Water Rules and does not regulate these facilities for water quality or operation and maintenance unless the facilities also fall under ADEQ jurisdiction as public or semi-public water systems.

Notices of Substantive Policy Statements

4. A statement as to whether the substantive policy statement is a new statement or a revision:
New statement.
5. The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:
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NOTICE OF SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:
Compliance and Enforcement Press Policy
Identification Number: 0057.00
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:
October 12, 1995
3. Summary of the contents of the substantive policy statement:
This policy is intended to guide ADEQ on how to publicize successful enforcement action. Communicating ADEQ's enforcement activities to the regulated community and the general public is a necessary part of an effective enforcement program. The criteria for determining how and whether to publicize a particular enforcement action and the procedures to coordinate publicity between internal and external parties are set forth. Attachments to this document include an information sheet for program staff to submit to the public information officer (PIO), if the PIO drafts the release, and an example press release.
4. A statement as to whether the substantive policy statement is a new statement or a revision:
New statement.
5. The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:
Name: Mark Santana
Address: Office of Administrative Counsel
Department of Environmental Quality
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-4251
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:
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NOTICE OF SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:
Drinking Water Section Food Dairies: Regulation of Drinking Water Systems
Identification Number: 0058.00

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2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
October 11, 1995
3. **Summary of the contents of the substantive policy statement:**
This policy clarifies regulation by the ADEQ Drinking Water Section of water systems located at dairies. If a dairy is not otherwise under the jurisdiction of the ADEQ Drinking Water Section, drinking water sources at any dairies will only be evaluated for source approval by ADEQ upon the request of the Department of Agriculture.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**
New statement.
5. **The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:**
Name: Peggy Guichard-Watters
Manager, Drinking Water Section
Address: Department of Environmental Quality
Water Quality Division
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-4617
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NOTICE OF SUBSTANTIVE POLICY STATEMENT
DEPARTMENT OF ENVIRONMENTAL QUALITY

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Air Quality Division - Permit Processing Priorities
Identification Number: 0062.00
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
October 11, 1995
3. **Summary of the contents of the substantive policy statement:**
This policy establishes the priority that each permit engineer shall assign for review when multiple permits are assigned.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**
New statement.
5. **The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:**
Name: Prabhat Bhargava
Manager, Permits Section
Address: Department of Environmental Quality
Air Quality Division
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-2329
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**
Copies of this policy statement are available at a cost of 10¢ per page from the Inficom Copy Center, ADEQ, 3033 North Central Avenue, or at 25¢ per page from the Information Center Front Desk, Suite 100, ADEQ, 3033 North Central Avenue, Phoenix, Arizona 85012.

NOTICE OF SUBSTANTIVE POLICY STATEMENT
DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:
Hazardous Waste Satellite Accumulation Policy
Identification Number: 0063.00
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:
October 25, 1995
3. Summary of the contents of the substantive policy statement:
This policy clarifies the position regarding quantities of hazardous waste that may be accumulated in satellite accumulation areas pursuant to R18-8-262 [40 CFR 262.34(c)(1)].
4. A statement as to whether the substantive policy statement is a new statement or a revision:
New statement.
5. The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:
Name: Patrick Kuefler
Manager, Hazardous Waste Compliance Unit
Address: Department of Environmental Quality
Waste Programs Division
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-4103
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:
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NOTICE OF SUBSTANTIVE POLICY STATEMENT
DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:
Drinking Water Section Point of Entry Determination and Location Policy
Identification Number: 0064.00
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:
November 15, 1995
3. Summary of the contents of the substantive policy statement:
This policy establishes uniform identification procedures for public water systems' points of entry into the distribution system.
4. A statement as to whether the substantive policy statement is a new statement or a revision:
New statement.
5. The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:
Name: Peggy Guichard-Watters
Manager, Drinking Water Section
Address: Department of Environmental Quality
Water Quality Division
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-4617

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NOTICE OF SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

UST Facility Meeting Policy

Identification Number: 0065.00

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

November 15, 1995

3. Summary of the contents of the substantive policy statement:

The manner in which a facility meeting is conducted can have a profound effect on its success. This policy establishes guidelines for adequately preparing a meeting and developing a strategy to assist in shaping its outcome. This policy covers the following issues: the meeting agenda, conference room reservation, internal preparation, meeting etiquette, and meeting summary.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

New statement.

5. The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:

Name: Jerry Smit
Assistant Section Manager, Underground Storage Tank Section

Address: Department of Environmental Quality
Water Programs Division
3033 North Central Avenue
Phoenix, Arizona 85012

Telephone Number: (602) 207-4255

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

UST Corrective Action Plan Approval and Public Participation Policy

Identification Number: 0079.00

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

December 6, 1995

3. Summary of the contents of the substantive policy statement:

The policy outlines the public notification process and public comment period required once preliminary approval of a corrective action is achieved. A corrective action plan (CAP) is a report which describes 1 or more proposed methods for the remediation of contaminated soil and/or groundwater resulting from an underground storage tank release.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

New statement.

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5. The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:

Name: Tara Roesler, Manager
Underground Storage Tank Section
Address: Department of Environmental Quality
Waste Programs Division
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-4242

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF SUBSTANTIVE POLICY STATEMENT
DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

UST Documenting Releases from Underground Storage Tank Systems Policy
Identification Number: 0080.00

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

December 6, 1995

3. Summary of the contents of the substantive policy statement:

State law requires that underground storage tank (UST) owners and operators report all suspected or confirmed releases to the Department of Environmental Quality (ADEQ) within 24 hours after discovering releases from USTs. The UST incident report form is completed to document the receipt of specific information (written or by telephone) about releases from UST systems. It is the policy of the UST Section that the Technical Support Unit (TSU) staff complete the incident report form whenever evidence of a release or suspected release is provided to ADEQ. UST program field staff shall instruct Fire Authority personnel to contact TSU staff to provide any UST release information. To avoid excessive transferring of incoming calls, UST staff receiving a call with release information should complete the form after 1 attempt to contact TSU staff. Any UST staff receiving written information which contains evidence of release or releases and does not have a LUST number assignment shall give the report to TSU staff. There are 2 important dates associated with the UST owner's discovery of releases from UST's: the date the owner discovers a release and the date the release is reported to ADEQ.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

New statement.

5. The name, address, and telephone number of the person to whom questions about the substantive policy statement may be directed:

Name: Jerry Smit, Assistant Section Manager
Underground Storage Tank Section
Address: Department of Environmental Quality
Waste Programs Division
3033 North Central Avenue
Phoenix, Arizona 85012
Telephone Number: (602) 207-4255

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